



**MINUTES
WATAUGA CITY COUNCIL
REGULAR COUNCIL MEETING
CITY HALL COUNCIL CHAMBER,
7105 WHITLEY ROAD,
MONDAY, DECEMBER 8, 2025
6:30 PM**

CALL TO ORDER

Mayor Arthur Miner called the meeting to order at 6:30 p.m.

ROLL CALL

The meeting was convened with the following members present:

Arthur L. Miner
Cris Blackburn
Pat Shelbourne
Lovie Downey
Andrew Neal
Vacant
Mark Taylor
Jan Hill

Mayor
Mayor Pro Tem Place 2
Council Member Place 1
Council Member Place 3
Council Member Place 4
Council Member Place 5
Council Member Place 6
Council Member Place 7

and

Sandra Gibson
Linda Proskey
David Berman
Timothy Hamilton
Deby Woodard
Alan Thomas
Kevin Mead
Julie Rodriguez
Paul Hackleman
Lana Ewell

City Manager
City Secretary
City Attorney
Director of Parks and Community Services
Interim Finance Director
Assistant Fire Chief
Assistant Police Chief
Director of Human Resources
Director of Public Work
Library Director

INVOCATION

Pastor Tony Larado of the Victory Tabernacle Church gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Miner led the Pledge of Allegiance.

ANNOUNCEMENTS

Councilmember Blackburn announced that Animal Services is holding a free adoption event at Bowlero on Saturday from 10:00 a.m. to 3:30 p.m. She also reported that Animal Services has a giving tree at Petco. In addition, she announced the "Breakfast with Santa" event at the Recreation Center and "Cookies with Santa" at the Fire Department.

Councilmember Neal stated that the tree lighting ceremony was fantastic and thanked the Parks Department for all their hard work. He also encouraged people to adopt a pet from the Animal Shelter.

Councilmember Hill shared that she received a comment from a longtime resident who said this was the first time he had attended the tree lighting and that he greatly enjoyed it. She encouraged all citizens to attend the City's events.

Mayor Miner thanked the Human Resources Department for the great Christmas party they organized for staff. He also thanked the Parks and Community Services Department for their hard work on the Hometown Christmas event and stated that the fireworks display was great.

PRESENTATIONS

1. Presentation of Employee of the Month Award for the month of December

Sandra Gibson, City Manager, presented the award to Clint James, Utility Supervisor

PUBLIC COMMENT

Eric Crile, 11325 Gale Ridge Terrace, Haslet, spoke about his nomination to the Tarrant County Appraisal District and noted that the top three candidates are separated by only 60 votes. He also spoke about a vacancy on the board, the process of filling that vacancy, and the fact that there would not be an option to recall the new board member.

PUBLIC TESTIMONY FOR ACTION ITEMS

There was no request for public testimony

CONSENT AGENDA

- 1. Consider action on approval of the July 28, 2025, Regular City Council meeting minutes.**
- 2. Consider action on approval of July 30, 2025, Council Workshop meeting minutes**
- 3. Consider action on approval of August 4, 2025, Regular City Council meeting minutes**

4. **Consider action on approval of August 11, 2025, Regular City Council meeting Minutes**
5. **Consider action on approval of the November 10, 2025, City Council Workshop**
6. **Consider action on approval of the Monthly Financial Report for the period ending October 31, 2025**
7. **Consider action to approve an amendment to the Watauga Economic Development Corporation's budget for FY2025-2026.**
8. **Consider action on approval of the Mayor's appointment of Charlie Trotter to the Library Advisory Board, Place 5**
9. **Consider action to approve a resolution to submit the grant application (#5639901) to equip Watauga Police Department vehicles with bullet resistant vehicle components.**
10. **Consider action to approve an ordinance amending the number of positions in the Firefighter classification for the Watauga Fire Department**

Mayor Miner asked the council if they wish to pull any of the items, hearing none he asked for a Motion. Councilmember Downey made a motion to accept the consent agenda as presented. Councilmember Hill seconded the motion. Mayor Miner called for a vote.

Motion passed 6-0-0-0.

Ayes, Shelbourne, Blackburn, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: None

ACTION ITEMS

1. **Discuss and consider the approval of the nomination of a candidate to fill the vacated position on the Tarrant County Appraisal District Board.**

Councilmember Blackburn nominated Eric Crile, stating that he has consistently represented the interests of Watauga. Councilmember Neal requested the City Attorney's opinion on the recall mechanism for the Tarrant Appraisal District (TAD) Board and asked Mr. Crile to address the Council regarding the nomination and voting process. Mr. Crile explained that a former Mansfield ISD Trustee, Keziah Farrar, had been nominated by Southlake and clarified that, if he were nominated to fill the current vacancy, it would not affect the vote totals for the ongoing election in which he is a candidate. He noted that the vacancy appointment would be for a two-year term ending December 31, 2027, while the current election is for a four-year term, and he stated that he did not know whether any votes already cast would be affected. He also indicated that, if nominated, he preferred not to be considered for the vacancy so as not to jeopardize the ongoing election process. The Council discussed the structure of voting, the appraisal process, and the recall process and sought clarification from the City Attorney regarding whether TAD must choose from names formally nominated by the taxing entities.

Councilmember Blackburn made a motion to nominate Eric Crile. Motion died due to lack of a second.

Councilmember Taylor made a motion to call the question. Councilmember Downey seconded the motion.

Mayor Miner called for a vote.

Motion passed 4-2-0-0.

Ayes: Blackburn, Downey, Taylor, Hill

Nays: Shelbourne, Neal

Abstain: None

Absent: None

Councilmember Shelbourne made motion to take no action. Councilmember Hill seconded the motion.

Mayor Miner called for a vote.

Motion Failed 1-5-0-0.

Ayes: Blackburn,

Nays: Shelbourne, Downey, Neal, Taylor, Hill

Abstain: None

Absent: None

Councilmember Taylor made a motion to approve a resolution nominating Sayeda Syed. fill the vacant position on the Tarrant County Appraisal District Board. Councilmember Shelbourne seconded the motion.

With no further discussion Mayor Miner called for a vote.

Motion passed 5-1-0-0.

Ayes, Shelbourne, Downey, Neal, Taylor, Hill

Nays: Blackburn

Abstain: None

Absent: None

2. Discuss and consider action to approve a resolution to cast the City of Watauga's ballot for the Tarrant Appraisal District Board of Directors.

Mayor Pro Tem Blackburn moved to approve a resolution casting the City's ballot for the Tarrant Appraisal District Board of Directors for Eric Crile. Councilmember Taylor seconded the motion.

It was noted for clarification that this action was to cast the City's votes, not to make a nomination, and that the City has a total of five votes available to be cast for Mr. Crile.

Mayor Miner called for a vote.

Motion passed 6-0-0-0.

Ayes, Shelbourne, Blackburn, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: None

- 3. Consider action to award a contract between the City of Watauga and US Bronco Services, Inc. for the retrofit of the water meters to Automatic Meter Infrastructure (AMI) to provide for transparency, customer service, enhance accuracy of meter reads, and reduce water loss.**

Finance Director Jennifer Calvert presented the item and reported that in September 2025 the City issued a Request for Proposals (RFP) for installation services to retrofit the current meters by changing out the registers and adding cellular encoders. Four vendors submitted responses, and the RFP closed on October 24, 2025. U.S. Bronco Services received the highest evaluation score of 99.67, as reflected in the supplier scoring summary. Staff recommended awarding a contract to U.S. Bronco Services in the amount of \$307,524, to be funded by the 2024 Certificates of Obligation. In response to Council questions, Ms. Calvert stated that work is expected to begin in the first or second week of January, weather permitting, and the project timeline is estimated at five months. She noted that the contract includes liquidated damages in the amount of \$200 per day for delays beyond the agreed schedule. She also explained that City staff will determine the installation zones and the order in which the contractor will proceed.

Mayor Miner asked for a Motion. Councilmember Neal made a motion to accept the item as presented. Councilmember Hill seconded the motion.

Mayor Miner called for a vote.

Motion passed 6-0-0-0.

Ayes, Shelbourne, Blackburn, Downey, Neal, Taylor, Hill

Nays: None

Abstain: None

Absent: None

ITEMS FOR FUTURE AGENDAS

Councilmember Downey requested a review of the limitation on garage sale signs, to be addressed closer to spring. Councilman Hill seconded the request.

ADJOURNMENT

Mayor Miner adjourned the meeting at 7:24p.m.

Approved: this 12 day of January, 2026

Signed: this 13 day of January, 2026

ATTEST:

/s/ Linda Proskey
Linda Proskey, City Secretary

APPROVED:

/s/ Arthur L. Miner
Arthur L. Miner, Mayor

